



# Manager's Report

*For Council Meeting 11/28/00*

## **FINANCE**

Listed below are the new businesses licensed during this period:

<b><u>Business Name</u></b>	<b><u>Address</u></b>	<b><u>Business Type</u></b>
Airfleet Capital Inc	1005 Sycolin Rd SE	Aircraft Financing
Beall, Michiko	223 Loudoun St SE	Hair Stylist
Computer and Building Networks	627 Nathan Pl NE	Computer Services
Flowing Brook Enterprise	75-M-204 Plaza St NE	Renovation Consulting
Gloria's Cleaning Services	407 Georgetown Cr NE	Cleaning Services
Hot Spring Spa of Washington	950 Edwards Ferry Rd NE	Itinerant vendor
Kit & Kaboodle Pet Care Service	709 Clark Ct #302	Pet Care
Loudoun Medical Group	Several Offices	Medical Practices
N & H Design Consultants	322 Coltsridge Ter NE	Architechture
Ronda's Creative Cakes Inc	102A Prosperity Ave SE	Cake Baking

## **PERSONNEL**

Pursuant to Section 4-3 of the Town Charter, the following personnel actions have occurred since the last report:

<b><u>New Hires</u></b>	<b><u>Position</u></b>	<b><u>Department</u></b>
Lee Ann Bartyczak	Secretary	Eng. & Public Works
Renee LaFollette	Engineer II	Eng. & Public Works
Nick Colonna	Planner II	Planning & Zoning

<b><u>Resignations</u></b>	<b><u>Position</u></b>	<b><u>Department</u></b>
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None

## **PARKS AND RECREATION**

The 10<sup>th</sup> Annual Holidays in Leesburg will be held Friday, December 1, through Sunday, December 3, 2000. Activities will begin on Friday with the tree lighting ceremony at 6:30 p.m. on the Town Green, followed by a holiday parade at 7:00 p.m. Other activities on Friday evening include live entertainment, carriage rides, pictures with Santa, children's art area, ice carving demonstration and refreshments. The Holiday Arts and Craft Show will be held at the Ida Lee Park Recreation Center on Saturday from 10:00 a.m. to 5:00 p.m. and on Sunday from 11:00 a.m. to 4:00 p.m. Admission is free.

## **THOMAS BALCH LIBRARY**

Reopening of the newly renovated and expanded Thomas Balch Library will be delayed until mid to late December. Reasons for the delay include asphalt surfacing of the parking lot, interior finishes such as painting, carpeting and woodworking, and elevator and mechanical systems adjustments.

## **PLANNING AND ZONING**

### **Current Planning Division Activity**

#### **Plans accepted for review during the period November 7, 2000 – November 20, 2000**

- Potomac Station Sec. 7A, Lots 29 thru 59 – Boundary Line Adjustment
- Edwards Landing/Battlefield Parkway Phase 2 – Construction Drawings
- Stratford – Floodplain Study
- Potomac Station Retail – Preliminary Development Plan
- Middleburg Bank Office Building – Preliminary/Final Development Plan
- Edwards Landing, Sec. 2A – Construction Drawings
- Allman/Bredimus – Boundary Line Adjustment
- Harvest Square, Lot 5 – No Adverse Impact
- Potomac Crossing, Sec. 7 – Final Plat
- Potomac Station, Sec. 8H – Final Plat
- Heritage High School – Preliminary/Final Development Plan
- Potomac Station, Sec. 8I – Final Plat
- Exeter Hills Sec. 4, Lots 10 & 11 – Boundary Line Adjustment
- Glassman/Jackson – Boundary Line Adjustment

#### **Plans reviewed during the period November 7, 2000 – November 20, 2000**

- Heritage High School – Rough Grading Plan
- Leesburg Green – Revised Final Development Plan
- Edwards Landing, Sec. 1 – Construction Drawings
- International Pavilion, Parcel B5 – Preliminary Development Plan
- International Pavilion, Parcel B6 – Preliminary Development Plan
- International Pavilion, Parcel B7 – Preliminary Development Plan
- 14 Cardinal Park Drive – Special Exception
- Jafari Auto Service – Special Exception
- 24 Church Street – Rezoning
- Loudoun Health & Fitness Club – Special Exception
- Edwards Landing, Sec. 2B – Construction Drawings

### **ZONING PERMITS ISSUED 00-00-1408-00-1449**

#### **New Construction-Residential**

Woodlea – 2 SFD @100,000

Potomac Station – 1 SFA @ 45,000

**New Construction-Commercial**

Fort Evans Plaza @ \$25,000

Leesburg Corner Outlet @ \$22,000

Edwards Ferry Road @ \$40,000

**Occupancy Permits Issued-Residential**

Sycamore Hill – 3 SFA

Greenway Farms – 2 SFD

Kincaid Forest – 1 SFD

Potomac Crossing – 2 SFD

Woodlea Manor – 3 SFD

Stratford – 1 SFA

Stratford – 1 SFD

Tavistock Farm – 2 SFD

Tavistock Farm – 3 SFA

Exeter Hills – 1 SFD

Fort Evans- (not marked residential or comm.) – 2

**Occupancy Permits Issued-Commercial**

241 Fort Evans Rd., Leesburg Corner Outlet Mall

**UTILITIES****Water & Sewer Administration**

a. **Training**

Amy Wyks and Louis Jarvis attended a two-day class on Cross Connection Control co-sponsored by the Virginia Department of Health and the Virginia Cross Connection Control Association.

**Water Supply Division**

a. **Training**

Wayne Blake attended the Leesburg Cross Connection Control School, November 7<sup>th</sup> & 8<sup>th</sup>, 2000. The school is co-sponsored by the Virginia Department of Health and the Virginia Cross Connection Control Association.

b. **Miscellaneous**

The Virginia Department of Health (VDH) conducted an annual inspection of the well system on November 15<sup>th</sup>. No discrepancies were noted.

c. Capital Projects Update

**Water Treatment Plant Upgrade to 10 MGD**

The contractor is performing the following major operations:

- Installing roof system at Filter Building
- Yard piping installation is complete
- Forming and placing concrete at miscellaneous locations throughout site
- Conducting HVAC, plumbing, electrical and mechanical operations at Filter Building
- HFS tanks have been installed

**WTP Expansion Project Status**

Dollar value complete 30% Time Elapsed 92%

The contractor continues to be approximately 60 +/- days behind schedule.

**Hospital Tank Pumping Station**

- Pump piping installation is complete
- Roof installation is complete
- Performing site grading operations

**Water Pollution Control Division**

a. **Capital Projects**

**Biological Nutrient Removal Upgrade (BNR)**

On October 20, 2000, Bearing Construction took over for L.A. Merrell Construction to complete the BNR project. The project is 73% complete. The new final completion date is July 21, 2001.

**Biosolids Management Upgrade (BMU)**

On October 20, 2000 Bearing Construction took over for L.A. Merrell Construction to complete the BMU project. The project is approximately 21% complete. The new final completion date is September 14, 2001.